

KICUnivAssist®

Advancing Global Engagement

# 2018 SPRING RECRUITMENT TOURS



*Experience the WOW!*



UNDERGRADUATE  
RECRUITMENT



EXPERIENCED TOUR  
LEADERS



SMALL GROUP  
FORMAT



VISIT NATIONAL &  
INTERNATIONAL SCHOOLS

# INTRODUCTION

Dear colleagues,

We invite you to join UnivAssist this spring in India, Latin America and Southeast Asia. With our expanding network of national and international schools and excellent relationships with career and college counselors, these tours will visit dynamic high schools and meet students who are committed to finding the right-fit institution.

Built around effective workshops and dedicated counseling forums to guide students, our trademark recruitment tours are weighted in value-added components for universities, counselors and students. Known for unparalleled rigor and our distinctive, counseling-focused tour format, UnivAssist is a movement to equip students - in 25 countries and 5 regions around the world - to choose the absolute best fit for them in U.S. higher education.

Sincerely,



SWARAJ NANDAN

Director

swaraj.nandan@univassist.com

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## 2017 HIGHLIGHTS

170+

UNIVERSITY  
PARTNERS

14

COUNTRIES  
TRAVELED

300+

SCHOOLS/COLLEGES  
VISITED

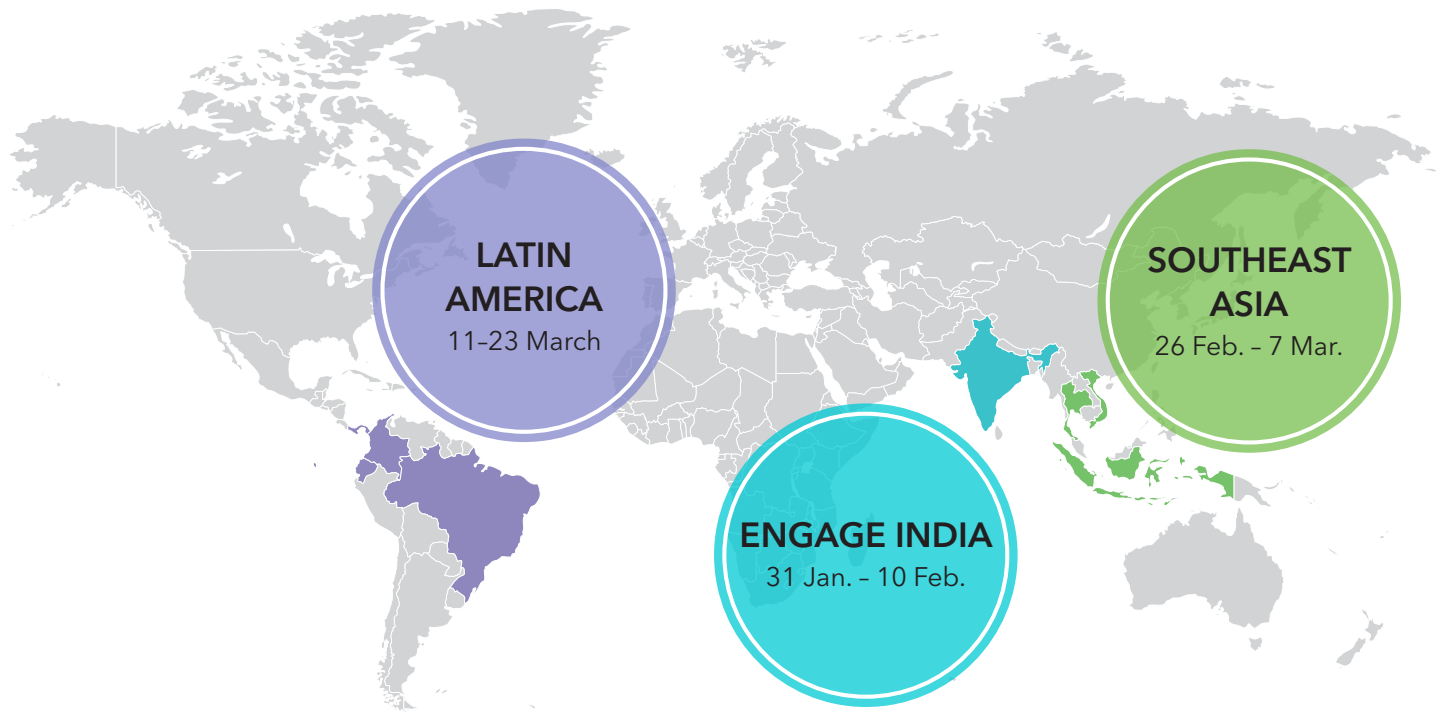
19,000+

STUDENTS  
IMPACTED GLOBALLY

# KICUnivAssist®

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# 2018 SPRING TOUR DETAILS



## 2018 Spring Tours

	ENGAGE INDIA	SOUTHEAST ASIA	LATIN AMERICA
<b>Tour Overview</b>	5 Cities / 11 Days	5 Cities / 10 Days	7 Cities / 13 Days
<b>Tour Dates</b>	31 January - 10 February	26 February - 7 March	11-23 March
<b>Format</b>	High School Visits	High School Visits	High School Visits
<b>School Visits in Cities*</b>	Ahmedabad, Bengaluru, Delhi, Mumbai, Vadodara	Bangkok, Hanoi, Ho Chi Minh City, Jakarta, Singapore	Bogotá, Brasília, Cali, Panama City, Quito, Rio de Janeiro, São Paulo
<b>IC3 Regional Forums</b>	03 February in Bengaluru, 10 February in Mumbai	26 February in Bangkok, 07 March in Jakarta	
<b>Pricing</b>	\$12,950	\$11,950	\$13,750

\* Order of cities as indicated here does not reflect the order on the tour schedule.

### TOUR DISCOUNTS\*\*

- RETURNING UNIVERSITY discount: \$250 per tour
- EARLY BIRD discount: \$400 per tour (before 31 October 2017)
- MULTI-TOUR discount: \$400 per tour

### DEPOSIT

\$2,500 per tour

\* Signing up for tours prior to Early Bird deadline as noted above qualifies for Early Bird pricing as indicated. Tour discounts cannot be combined and will be applied to the full tour price. Maximum total discount cannot exceed \$1,200.

## 2018 Spring Tours Include...

✓ INCLUDED	
<b>Hotel Accommodations</b>	Hotel accommodations will be provided at leading hotels. Our priority is to provide you with a safe, hassle-free and comfortable experience. All accommodations will be single occupancy, and include basic internet service.
<b>Air Travel Within Region*</b>	Group airport transfers during the tour and local transportation to visit schools are included. Airport pick-up is also included up to 48 hours before the tour begins, and airport drop-off is included on tour end date.
<b>Local Transportation</b>	Group airport transfers during the tour and local transportation to visit schools are included. Airport pick-up is also included up to 48 hours before the tour begins, and airport drop-off is included on tour end date.
<b>Orientation Session</b>	An orientation session will be held in the city where the tour begins, to brief the travelers about regional macroeconomic trends, education systems, recruiting practices, etc.
<b>Marketing Material</b>	The schools to be visited will be notified in advance and provided with marketing material to advertise visiting institutions. Students are provided with a booklet that includes information about visiting institutions.
<b>Participant Mobile App</b>	Mobile app for tour participants including itinerary, school profiles, feedback forms, FAQs, tourism information, and more.
<b>Student Mobile App</b>	Mobile application for students worldwide includes a library of partner university profiles, event registration to simultaneously encourage post-event engagement, Q&A forums, information about higher education in the U.S., etc. All tour participants will have the opportunity to complete and activate their university profile on this student mobile app.
<b>Wrap-Up Report</b>	A post-tour wrap-up report will be provided with details regarding schools visited, counselor contacts, etc.

✗ NOT INCLUDED	
<b>Meals</b> <i>not included</i>	Please budget \$50-60 per day for meals per person. Breakfast is included at the hotels. A Welcome Dinner is included on the tours.
<b>Personal Expenses</b> <i>not included</i>	Airfare between the traveler's home country and tour country (to and from), passport and visa expenses, travel insurance, airport taxes, overweight baggage charges, shipment of materials to and within tour countries, personal expenses (such as laundry charges, telecommunication, room service, tips), local transportation other than those mentioned, etc. are not included.

### UNIVERSITY OF OKLAHOMA

"UnivAssist offered some of the best service and professional expertise I've received from an educational tour. The skills their tour leaders exhibited in networking with counselors, offering language skills and in-depth knowledge of the region, and student demographics was phenomenal."

### NEW YORK FILM ACADEMY

"I was so impressed with the organization of the tour. UnivAssist's ability to handle the logistics of the tour freed me up to focus on my job of connecting with students and counselors as efficiently and as effectively as possible. The tour size and setup at each school was exactly what was needed to help guide students to the schools that they would be the most successful at, leading to quality conversations with well-matched prospects. Overall, UnivAssist's focus on truly assisting students in achieving their dreams is what stood out the most."

# TOUR APPLICATION PROCEDURE

Please complete the attached application form and submit it with the required deposit. Payment of the balance of the tour cost is due 60 days prior to the commencement of the tour. If tour fees are not received 60 days before commencement of tour, the institution may be dropped from the tour and cancellation fees will apply. KIC UnivAssist may choose to break the tour group into multiple groups with a similar construct to the original tour to retain the small group format in case the number of participants exceeds 15. If for any reason KIC UnivAssist cannot accommodate an institution on the tour, their fees including deposits will be fully refunded.

## *Tour Refund and Cancellation Policy*

> 60 DAYS PRIOR to tour commencement	46 - 60 DAYS PRIOR to tour commencement	46 - 60 DAYS PRIOR to tour commencement	30 DAYS OR LESS to tour commencement
100% of the refundable charges	50% of the refundable charges	25% of the refundable charges	No refund

NOTE: Deposits are not refundable.

## *Terms and Conditions for Participations*

- An educational institution may choose to send multiple travelers on a tour. Additional travelers will pay 75% of the full tour price. For fair participants, an educational institution may choose to send up to two representatives to staff a fair, included as part of the registration.
- During the tours, alumni and/or any additional non-tour participants/representatives are considered additional travelers, and are subject to the 75% additional traveler fee. Any additional representatives (beyond the single tour traveler) are not permitted to stand at an institution's table without prior permission and fee agreement.
- Participating institutions must be accredited two-year, four-year and/or graduate degree-granting institutions.
- The individual(s) traveling must have knowledge of their institution's admissions policies and procedures.
- The institution will be liable for the entire tour/fair cost even if the traveler(s) only attends a partial tour/fair.
- KIC UnivAssist reserves the right to make changes to the tour if, in its judgment, the change will be in the best interest of the participants. This may include itinerary changes to cities, order of cities, school visits in a particular city, accommodations, venue, etc.
- Participant/traveler acknowledges and agrees that KIC UnivAssist shall not be liable for any loss, injury, delay or damage from any cause beyond its control.
- KIC UnivAssist is not responsible for personal or travel and health insurance and recommends that travelers purchase appropriate insurance and plan for contingencies.
- All prices mentioned here are based on exchange rates as of September 2017 and are subject to change.
- Tour deposits are non-refundable.
- Institutions are liable for tour/fair fees as indicated in the cancellation and fees refund policy.
- Educational institutions and their travelers must support and adhere to NAFSA's Statement of Ethical Principles.
- In case a university changes the individual(s) traveling, cancellation and rebooking charges will be billed to the participating university.

# 2018 SPRING TOUR APPLICATION

Please scan and email the completed and signed application form to us at [info@univassist.com](mailto:info@univassist.com), or mail it to: 55 Union Place #146, Summit, NJ 07901, U.S. UnivAssist accepts payments via check or wire transfer (contact us for wire transfer instructions). Transactions must be in U.S. dollars. Checks must be drawn on a bank with a U.S. branch in the name of "UnivAssist Inc." UnivAssist Inc.'s tax EIN number is 81-1757277.

<b>Insitution Name</b>	
<b>Insitution Address</b>	
<b>Applicant Name</b> (specify name on passport)	<b>Email</b>
<b>Applicant Title</b>	<b>Office Phone</b>
	<b>Mobile Phone</b>
<b>Tour Application</b>	
<input type="checkbox"/> Engage India Tour \$12,950	<input type="checkbox"/> Latin America Tour \$13,750
<input type="checkbox"/> Southeast Asia Tour \$11,950	

DISCLAIMER: Participant/Applicant agrees and acknowledges that UnivAssist Inc., its affiliates, subsidiaries, members, agents, directors, officers and employees (collectively referred to as "KIC"), shall not be liable for any damages, losses and/or expenses (including costs of litigation and attorney's fees) arising out of or occurring in connection with his, her or its participation in the tour which is the subject of this application and including, but not limited to, injury to person (including bodily injury, sickness, disease, emotional injury or death) and loss or damage to property, regardless of whether such injury, damage or loss results from accident, sickness, acts of war or terrorism, quarantine, natural disaster, or any other cause whatsoever, and whether directly or indirectly within or beyond KIC's control. Participant agrees and acknowledges that KIC shall not be liable for the actions or omissions of its independent suppliers, such as airlines and hotels, and KIC makes no representation or warranty concerning the nature or quality of the services provided by these suppliers. In the event KIC is unable to conduct the tour due to any cause beyond KIC's control, Applicant/Participant hereby acknowledges and agrees that he, she or it shall not be entitled to a refund but, instead, any or all amounts paid by Applicant/Participant shall be credited towards a rescheduled or future tour. ITINERARY CHANGE: KIC reserves the right to make changes to the tour itinerary including dates, cities visited, accommodations, etc. If a pre-departure itinerary change is for any reason(s) beyond KIC's exclusive control, including but not limited to safety, security, weather, natural disaster, strikes, hostilities, terrorism, civil unrest, airport closings, late air, sea, car or motor coach departures or arrivals, U.S. State Department travel warnings/advisories or other applicable U.S. or foreign governmental advisories, Applicant/Participant will not be provided any compensation, refund or credit. If an itinerary change becomes necessary during the trip for any reason(s) beyond the control of KIC, and notice prior to departure is not feasible, KIC will use reasonable commercial efforts to substitute an alternative destination(s) (the "Altered Tour"). KIC shall not be liable to Applicant/Participant for any charges, fees or expenses paid or owed directly to third parties by Applicant/Participant (such as air travel booked by Applicant/Participant directly with an airline) in connection with a cancelled trip or an itinerary change for any reason. Prices are subject to change without notice. KIC will not purchase travel or health insurance on behalf of the participants and strongly recommends that participants purchase such coverage prior to departure. Institutions are liable for tour fees as indicated in the cancellation and refund section and "Terms and Conditions for Participation" section. Tour deposits are non-refundable. Institutions will be liable for the full tour cost, even if the participant attends a partial tour. In consideration of participation in the tour, Applicant/Participant irrevocably grants to KIC and its assigns, licensees, and successors the right to use Applicant/Participant's image and name in all forms and media including advertising throughout the world and in perpetuity. Applicant/Participant waives the right to inspect or approve versions of such image used for publication or the written copy that may be used in connection with the images. KIC is permitted, although not obligated, to include Applicant/Participant's name as a credit in connection with the image.

By submitting the application form and signing below, I acknowledge that I have read the above disclaimer and accept and agree to abide by the above terms. This application is considered a contract.

SIGNATURE OF APPLICANT

PARTICIPATING INSTITUTION

DATE

NOTE: Discounting will be reflected in the invoice as applicable.